

441—159.4(237A) Request for proposals for project grants.

159.4(1) The director will announce through public notice the opening of an application period. Applicants for grants shall request Form 470-2474, “Child Care Resource and Referral Grant Application,” and shall submit a grant proposal using this form by the deadlines specified in the announcement.

159.4(2) Requirements for project proposals are specified on the “Child Care Resource and Referral Grant Application.” If a proposal does not contain the information specified in the application package or if it is late, it shall be disapproved. Proposals shall contain the following information:

- a.* General agency information.
- b.* A list of project advisory committee members.
- c.* Specific project information, including population and geographic area to be served.
- d.* A summary of the project.
- e.* An introductory section outlining agency background information.
- f.* A problem statement outlining the need or problem to be addressed and assurance of nonduplication of other services in the community.
- g.* Project goals and objectives.
- h.* Project methodology.
- i.* An evaluation plan.
- j.* A plan for future project funding.
- k.* A line item budget.
- l.* Letters of support.